



Proceedings



of the BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING OCTOBER 26, 2021

AT THE BROWN CITY COMMUNITY ROOM, 4205 MAIN STREET [810-346-2325]

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Present: Christine Lee, Louis Martus, Tara Owens, Sean Hagey, Ron Marion, Matthew Taepke and Rick Mitchell Maple Valley representative.

Absent: None.

Guests: Mayor Julie Miller, City Manager Clinton Holmes, City Clerk Rhonda Johnson, Alexanderia Mitchell, Brenda Martus, Robin L. Blakeney, Kevin Miller, Jamie Bird, and Kristyna Hine.

Meeting called to order by Chairman Ron Marion at 7:00 p.m.

APPROVAL OF MINUTES:

1. Regular Meeting September 28, 2021:
Motion by Rick Mitchell, Second by Louis Martus, to Approve Minutes of Regular Meeting on September 28, 2021. Motion Carried.
2. Special Meeting October 18, 2021:
Motion by Louis Martus, Second by Tara Owen, to Approve Minutes of Special Meeting on October 18, 2021. Motion Carried.

PAY BILLS:

Motion by Christine Lee, Second by Sean Hagey, to Pay Bills from 09-29-2021 – 10-26-2021 as Follows: Brown City Park & Recreation Board: \$3,550.84 (2917 – 2920). Motion Carried.

UNFINISHED BUSINESS:

1. **Locks:**
Discussion of quantity and location of locks. Discussion of persons to purchase and replace locks. Discussion of procedure of dispersing keys.
Motion by Tara Owens, Second by Christine Lee, to have the emergency committee determine quantity, purchase and replace locks. Motion Carried.
2. **Security cameras / Wifi availability:**
Discussion of the slow progress of wifi availability. Discussion of security cameras.
3. **Opening/closing policy/procedure/persons responsible:**
Discussion of winterizing procedures, schedule, and responsible persons.
Discussion of need to coordinate events with winterizing schedule.
4. **Garbage disposal:** Discussion of appreciation of the efforts by events coordinators and participants to clean up after park use. Trash cans have been emptied into Knox's dumpsters and Knox has been doing a good job.
5. **Pavilion rental contract / booking procedures:**
Discussion of:
 1. What needs to include on pavilion rental contract.
 2. Pricing of pavilion rentals. Consensus to keep pricing the same.
 3. Separating ball diamond and court rental contracts from pavilion rental contracts.
 4. Tabling revision of Pool Pavilion rental contract in order to coordinate with Hogtown about what to include in the contract.
 5. Removal of bees from pavilions.
 6. Contact persons to include on rental contracts.

6. Subcommittees:

Discussion of persons on subcommittees.

7. Park and Recreation Plan:

Discussion of sections of DNR template that still need to be written and edited.

Discussion of a need for a subcommittee after prioritizing sections of the template.

8. Flagpole light / new flag:

Discussion of new flag and light donation.

PUBLIC QUESTIONS AND COMMENTS:

1. Cub Scout Leader Pack 327, Kristyna Hine, asked what the Cub Scouts and Scouts can do for the park. Pack 327 and other local Scout packs are available for service projects.
2. Alexandria Mitchell presented the Pokemon activities in the park, including: what is Pokemon, brief overview of game, Hotspots already in the park, and opportunities for the park to become involved.

Motion by Christine Lee, Second by Tara Owens, to allow Pokemon events in Brown City Community Park. Motion Carried.

3. Festival Committee Chairperson, Jamie Bird, reported the following:
 - a. Support of Pokemon activities by the Festival Committee and by herself personally.
 - b. Chili Cook-off was a success.
 - c. Spooky Trail was a success although it could have had more attendance. The Festival Committee is looking at ways to improve attendance next year.
 - d. Appreciation for Festival Activities being welcomed in the Park.
 - e. Festival Committee is planning a winter activity in the park.
 - f. Discussion of ways to expand communication of activities to the public and possible newsletter for organizations and events.

REPORTS AND RECOMMENDATIONS:

1. Gravel donation still in the process.
2. Current balance : \$24,316.12 – (\$17,904.98 checking (includes \$3,200 in donations); \$6,411.14 operating.)
3. Amount paid to Brown City Sod to date: \$16,450.
4. Next regular meeting:

Motion by Tara Owens, Second by Sean Hagey, to change the next regular meeting from November 30 to November 16, 2021. Motion Carried.

PETITIONS AND COMMUNICATIONS: None.

NEW BUSINESS:

1. Discussion of need to look at trimming trees.

PUBLIC QUESTIONS AND COMMENTS:

1. City Manager Holmes asked about a notice of a bill received by the city and was told it had been paid.

ADJOURN:

Motion by Christine Lee, Second by Sean Hagey, to Adjourn at 8:49 p.m.

Motion Carried.

Respectfully submitted,

Rhonda Johnson
City Clerk